

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES
EMPLOYMENT OPPORTUNITY**

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

DENTAL PROGRAM MANAGER

Role Title: Program Administration Specialist II

Position # 00161

Pay Band 5, Level III - Hiring Range: \$40,959 - \$84,062

Closing Date: October 9, 2012

Exciting opportunity to serve as Manager of the *Smiles for Children* Virginia Medicaid Dental Program in our Health Care Services Division. The *Smiles for Children* program has been recognized as a model state dental program for improving access to dental care and its collaborative efforts with the dental community. Requires the highly developed contract management, program development, and marketing skills associated with complex dental or health care benefit/services programs. Direct supervisory or consulting/contract oversight experience in a health care organization desired. Must have demonstrated ability to communicate effectively, orally and in writing, with diverse health care provider groups, state and federal agencies, and contractors. Must have demonstrated ability to lead, guide and direct the work of others. Experience with public speaking preferred. Advanced degree in health, public administration, public health, or related disciplines preferred. This position is required to complete a Statement of Economic Interests annually.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: <http://www.dmas.virginia.gov/>

Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA